

## WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: JULY 2, 2014

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS MERLINO  
CONOVER  
TAYLOR  
FRASIER  
SIMPSON  
SOKOL  
VANSELOW

**OTHERS PRESENT:**

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS  
KEVIN HAJOS, DEPUTY SUPERINTENDENT OF PUBLIC WORKS  
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD  
PAUL DUSEK, COUNTY ADMINISTRATOR  
JOAN SADY, CLERK OF THE BOARD  
FRANK THOMAS, BUDGET OFFICER

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS WOOD  
DICKINSON

SUPERVISORS BEATY  
BROCK  
SEEBER  
STROUGH  
WESTCOTT

JUSTIN GONYO, GENERAL SUPERINTENDENT, SARATOGA & NORTH CREEK RAILWAY

ED ZIBRO, FOUNDER OF THE WARRENSBURG BIKE RALLY

DON LEHMAN, *THE POST STAR*

AMANDA ALLEN, DEPUTY CLERK OF THE BOARD

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Mr. Merlino called the meeting of the Public Works Committee to order at 10:30 a.m.

Motion was made by Mrs. Frasier, seconded by Mr. Vanselow and carried unanimously to approve the minutes of the prior meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of Public Works, who distributed copies of the Parks, Recreation & Railroad (PRR) Agenda to the Committee members, a copy of which is also on file with the meeting minutes.

Commencing the PRR Agenda review, Mr. Tennyson introduced Justin Gonyo, General Superintendent of the Saratoga & North Creek Railway (SNCR), who was in attendance to provide an update on SNCR operations.

Mr. Gonyo apprised that SNCR had been very busy during the past month, making a number of improvements to the grounds of the North Creek Station, and continuing improvements to the interiors of the Thurman and Hadley Stations to properly suit them for service. He noted that SNCR was making some service changes for the 2014-15 operational season based strictly on a business decision; he advised these changes reflected the evolution SNCR would continue to go through to try and figure out how to capture the best ridership figures. As an example of prior changes of this nature, Mr. Gonyo pointed out that for the past three years the Snow Train schedule had been varied to determine which schedule received the best patronage. He confirmed that regardless of the service reductions, SNCR would still offer connections with Amtrak service from the Saratoga Springs Station and would continue to look for ways to expand and refine SNCR's offerings to determine what worked best. Mr. Gonyo stated that despite these reductions, SNCR expected to achieve an increase in ridership and he noted that the second quarter ridership figures reflected this perfectly as they indicated an increase of 22% in comparison to the same time in 2013. He said SNCR was very pleased with their marketing efforts this far.

Mr. Gonyo noted a media event had been held at the Thurman Station during the prior week. He thanked Supervisors Merlino and Vanselow for speaking at the event, and he also thanked Supervisor Wood for sending Perky Granger, President of the Thurman Station Association, to speak in her absence; he added that representatives from the Lake George and Warren County Tourism Departments

had also attended the event. Mr. Gonyo advised the event had included an inauguration of the train service from the completed Thurman Station, following which the train had run from Thurman to the North Creek Station where more visitors had spoken, before returning to the Thurman Station. Mr. Gonyo reported that July 4<sup>th</sup> would mark the start of the new service route from the Thurman Station to the North Creek Station.

Mr. Gonyo then provided an update on freight operations, advising that on July 14<sup>th</sup> SNCR would meet with their client, Aggregates America and National Lead to finalize the freight contracts. He said SNCR had already leased rail cars for the freight operations and believed the service would begin later in July, once the appropriate contracts were signed.

Mr. Merlino questioned whether they still planned to haul the aggregate materials to an offloading site in the Town of Corinth where they would be stockpiled in preparation for hauling to the Port of Albany, NY, and Mr. Gonyo replied affirmatively. Mr. Merlino then stated he had enjoyed the Thurman media event and commented that the drone camera used during the event was very neat. With regards to the changes in SNCR service, he said that, speaking as the Supervisor for the Town of Lake Luzerne, he had a lot of problems with the changes, the largest of which was the resulting effect on the bus tour companies who had already booked tours and sold bus tickets based on the availability of train service. Mr. Gonyo responded SNCR was aware of the incoming tour buses and he confirmed that they would offer train service through the week to handle them. Mr. Merlino advised that both he, and the Warren County Tourism Department, had received a number of calls from unhappy bus companies about the change; Mr. Gonyo responded that SNCR had never contacted the bus companies about the impending schedule change because they had planned to accommodate those tours already booked and confirmed.

Mr. Taylor questioned how many open top cars would be used for each freight run and Mr. Gonyo responded they hoped to transport 40 cars to the Corinth offloading location every other day. He added that the number of cars transported would likely be less initially, but would eventually reach this number.

Mr. Tennyson questioned whether SNCR would be working with one particular hauler for their initial freight operations and Mr. Gonyo responded that he was unable to disclose the identity of SNCR's client until all of the final contract documentation was executed; Mr. Gonyo advised he would provide this information as soon as he was legally able to do so.

Privilege of the floor was extended to Ed Zibro, founder of the Warrensburg Bike Rally event, who thanked Chairman Geraghty; the Town of Warrensburg; Mr. Tennyson; Kevin Hajos, Deputy Superintendent of Public Works; Paul Butler, Director of the PRR Division; and Tim Benway, Recreation Manager, for their support of the event and the assistance they had provided. Mr. Zibro advised attendance levels for the 2014 Rally had been higher than in any prior year and he said he expected even better attendance for the 2015 Rally. He noted that a number of new marketing efforts had been made for the 2014 Rally, including distribution of 12,000 brochures listing local participating businesses to encourage patronage. Additionally, Mr. Zibro apprised two different radio stations had performed on-site broadcasts during the Rally. In light of expanded advertisement campaigns and efforts to secure agreements with local lodging facilities willing to offer discounted rates for extended stays, Mr. Zibro said he expected both the number of vendors at the Rally and the attendance levels to increase substantially for the 2015 Rally. He then reported the results of a traffic study regarding use of Schroon River Road both before and during the 2014 Rally. Mr. Zibro advised the traffic study indicated that 741 vehicles had traveled on the section of road monitored during a certain period prior to the 2014 Rally; he added that for the time period extended from May 29<sup>th</sup> - June 16<sup>th</sup>, the traffic study reported 42,175 had traveled from the event site south, and 19,000 from the event site north. Mr. Zibro commented that he was very excited about these results as they indicated the potential for future Rally events and he encouraged anyone from a surrounding town wishing to become involved with the event

to contact him directly.

Mr. Merlino encouraged Mr. Zibro to attend the next Warren County Council of Chambers dinner as the Council was always seeking new speakers and this would present a captive audience of business owners and hoteliers who might be interested.

Mr. Tennyson apprised that the County had previously authorized a five-year agreement with Mr. Zibro to allow use of the Warren County Fairgrounds property for the Warrensburg Rally event. He noted that the agreement was automatically renewed annually, provided that the Town of Warrensburg was not objective. Chairman Geraghty indicated that the Town of Warrensburg had no objections to repeating the event for 2015; therefore, Mr. Tennyson stated that the agreement would be renewed by the County.

Resuming the agenda review, Mr. Tennyson advised the next three items pertained to contracts for use of snowmobile trails, and he proceeded to outline each item, as follows:

- Page 3 - Request for a new contract with Lyme Adirondack Timberlands I, LLC in the amount of \$3,120 for use of an approximately six-mile snowmobile trail located in the Town of Hague for the term commencing December 1, 2014 and terminating November 30, 2015;
- Page 5 - Request for a new contract with Lyme Adirondack Timberlands II, LLC in the amount of \$50.00 for use of an approximately two-mile snowmobile trail located in the Town of Lake Luzerne for the term commencing September 1, 2014 and terminating August 31, 2015. The \$50.00 fee is to be paid by the South Warren Snowmobile Club; and
- Page 7 - Request to extend the existing contract with the South Warren Snowmobile Club Inc. and the City of Glens Falls to provide licensing use of trails in the City of Glens Falls and trail development and maintenance for the term commencing July 1, 2014 and terminating June 30, 2015.

Motion was made by Mr. Conover, seconded by Mr. Simpson and carried unanimously to approve the three requests and the necessary resolutions were authorized for the July 18<sup>th</sup> Board Meeting. *Copies of all three request forms are on file with the meeting minutes.*

Mr. Tennyson directed the Committee members to Agenda Page 9 which reflected a request to accept a \$1,800 donation to Up Yonda Farm from Daniel R. Lewis and to authorize the Chairman of the Board to forward a letter of gratitude to the Lewis family for the donation. He noted that a resolution to accept the donation was not necessary because a budget line item had already been set up to allow for the receipt of donations. Joan Sady, Clerk of the Board, indicated that a resolution was not necessary to authorize the Chairman of the Board to forward a letter of appreciation either and she noted that the letter would be sent.

Moving on to the Items of Interest section of the Agenda, Mr. Tennyson circulated photos of the Hadley and Thurman Train Stations, noting that the construction of both structures was complete and that the only remaining work to be done was the installation of a bulletin board in each. He continued that he would be meeting with Mr. Gonyo to discuss the terms of use for the Station buildings and he said there would be some minor contract amendments for the turnover of use of these buildings to SNCR which he would address at a future Committee meeting.

Mr. Tennyson pointed out that the Agenda packet also included a copy of a letter from Mr. Zibro to Chairman Geraghty in regards to the Warrensburg Bike Rally, as well as a copy of an article written in *The Post Star* regarding the event.

Finally, Mr. Tennyson concluded the PRR Agenda review with the Referrals section, which he addressed, as follows:

1. The King's School pedestrian railroad crossing - Mr. Tennyson advised that representatives of The King's School had planned to present the construction plans for their proposed pedestrian railroad crossing at today's meeting, but had been unable to do so due to a scheduling conflict. He said he anticipated that they would attend the next Committee meeting to address this matter.
2. North Creek Woodworking conveyance request - Mr. Tennyson said he had not received any further contact on this matter from North Creek Woodworking, who had previously requested to purchase a portion of County-owned right-of-way last year. He commented that he felt this was a dead issue and asked that it be removed from the Referrals List, advising that he would reintroduce the subject if contact was made in the future.

Mr. Merlino apprised that he had received a letter from Dr. Fredd Senser-Lee, Founder of Botanical Blossomings on the Bikeway-USA, asking for permission to address the Committee regarding the fact that dogs were not allowed on the Warren County Bikeway and noting that Warren County's was one of the few bike paths that did not allow dogs. He noted earlier that morning he had received a call from Dr. Senser-Lee indicating that unfortunately, he would be unable to attend the meeting, but would like to speak at a future meeting.

This concluded the review of the PRR Agenda. Mr. Tennyson distributed copies of the DPW Agenda to the Committee members, a copy of which is on file with the meeting minutes.

Commencing the Agenda review, Mr. Tennyson pointed out the Fuel Report began on Page 1; he noted that they were in good shape for fuel usage so far.

Mr. Tennyson advised the next Agenda item called for discussion on a request brought before the Committee at their last meeting for the Village of Lake George to use the County-owned West Brook Parking Lot during the Festival for the Lake event to be held on September 19-21, 2014. He said at that time the Committee had refrained from acting on the request in light of the fact that there was a debt owed on the Parking Lot construction which parking revenues were being used to repay. Mr. Merlino advised he had spoken with Robert Blais, Mayor of the Village of Lake George, and explained the situation to him, following which Mayor Blais indicated the Village would be willing to pay \$3,000 for the use of the Parking Lot, which should cover the revenues that would have been received from parking meters during the event. In addition, Mr. Merlino said Mayor Blais had apologized for any confusion caused by his request and he clarified that the Village had intended to compensate the County for the lost parking revenues.

Motion was made by Mr. Simpson, seconded by Mr. Sokol and carried unanimously to authorize the Village of Lake George to use the County-owned West Brook Parking Lot during the Festival for the Lake event on September 19-21, 2014 in return for a sum of \$3,000 to be paid by the Village of Lake George to the County, and the necessary resolution was authorized for the July 18<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

Mr. Tennyson apprised the next three Agenda items related to the Beach Road Reconstruction Project, and he outlined them as follows:

- Page 4 - Request to amend the existing contract with Barton & Loguidice, P.C. to include Supplemental Agreement No. 7, in an amount not to exceed \$44,100, for design work on the NYSDEC (*New York State Department of Environmental Conservation*)-owned portion of Beach Road.

Mr. Tennyson explained this work was completely funded by State and Federal monies funneled through the County contract.

Motion was made by Mr. Taylor, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the July 18<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

Page 18 - Request to amend the existing grant agreement with NYSDOT (*New York State Department of Transportation*) to include Supplemental Agreement No. 8, in an amount not to exceed \$58,200, for the Beach Road Reconstruction Project.

Mr. Tennyson advised this request sought to amend the existing NYSDOT grant agreement to include Federal and State Marchiselli funding for reconstruction of the NYSDEC-owned portion of the Beach Road, with no local share.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the July 18<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

Page 26 - Request to increase Capital Project No. H277.9550 280, *CR51/6 Beach Road Reconstruction Project*, in the amount of \$110,426.

If approved, Mr. Tennyson advised this request would increase the funding in the afore mentioned capital project to include the State and Federal monies granted for construction on the NYSDEC-owned portion of Beach Road. Once again, he stated that there was no cost to the County associated with these grant funds.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Continuing, Mr. Tennyson directed the Committee members to Agenda Page 27 which reflected a request to authorize the Chairman of the Board to sign a letter of support for the 2014 Glens Falls Lions Club Duathlon; he noted that on Agenda Pages 28 and 29 he had included copies of a letter from the Glens Falls Lions Club and a map depicting the route of the 2014 Duathlon. Mr. Tennyson said the County had issued road use permits for this event during the past several years and he noted that the Towns of Kingsbury and Queensbury would be providing letters of support, as well.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the July 18<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

Mr. Tennyson advised Agenda Page 30 included a listing of the bridge maintenance/repair and replacement projects scheduled for 2014, which he reviewed briefly. He noted that this work was being completed primarily on an in-house basis with assistance from outside engineering, geotechnical and crane work. Mr. Tennyson stated that since the County had begun funding the bridge crew, the number of flagging citations made by NYSDOT for safety issues had been greatly reduced; he added that the bridge washing work was also helping to maintain the County's bridge structures.

A brief discussion ensued.

Moving on to Agenda Page 32, Mr. Tennyson presented a request to fill the vacant position of Word Processing Operator, *Grade 4, Base Annual Salary \$25,851*, due to retirement. He advised that he had reviewed multiple titles to see if there was another that would better fit the position, but had

subsequently determined that the Word Processing Operator title was the most appropriate. Mr. Tennyson apprised that currently, the duties of this position were being performed by a member of the night cleaning staff who had been out of work on disability leave but was able to return to work on a light duty basis. He said he would like to advertise the vacancy and perform interviews in order to select a candidate to assume the position when the night cleaning staff member was ready to return to their original position.

Motion was made by Mr. Simpson and seconded by Mr. Sokol to approve the request.

Mr. Conover questioned whether there was an active list of Civil Service tested individuals to hire from and Mr. Dusek replied that he was unsure of this availability and Mr. Tennyson advised he was not aware of the availability either. Mr. Dusek explained that in the event there was not an active listing of tested individuals available, Mr. Tennyson would be able to hire for the position on a provisional basis until the test was ordered by the State; he added that the provisional employee would be required to obtain one of the top three test scores in order to maintain the position on a permanent basis. Mr. Conover commented that if there was an active list available, Mr. Tennyson should begin interviewing from the list, and if not, he should request that the test be held at the earliest opportunity.

There being no further discussion, Mr. Merlino called the question and the previous motion was carried by unanimous vote. *A copy of the Notice of Intent to Fill Vacant Position Form is on file with the meeting minutes.*

Mr. Tennyson said Agenda Page 33 consisted of a request to authorize his attendance at the New York State County Highway Superintendents Association Summer Conference & Trade Show in West Point, NY on August 24-25, 2014. He noted that the total conference cost was \$607, funding for which was included in the existing budget.

Motion was made by Mr. Taylor, seconded by Mr. Conover and carried unanimously to approve the travel request, as outlined above. *A copy of the Authorization to Attend Meeting or Convention Form is on file with the meeting minutes.*

Mr. Dusek apprised of a discussion he and Mr. Vanselow had earlier that morning with regards to the property owned by the Town of Johnsburg but used by the County to house a salt shed and a fuel farm; Mr. Tennyson added that there was actually a whole DPW crew stationed at this site, as well. Mr. Dusek said he had searched old resolutions and records but could not find any kind of written agreement between the Town of Johnsburg and Warren County authorizing use of the property and he noted that the Town of Johnsburg was currently entertaining an offer to purchase the property, in which case the County would have to relocate the facilities currently located on the property. Mr. Vanselow commented that the developer proposing to purchase the property had offered to pay the relocation costs for the facilities owned by the Town of Johnsburg as part of the purchase price, but said he was unsure whether this offer extended to the County-owned facilities. He explained the developer planned to build a 120-room hotel on the site, representing a \$200 million project. Mr. Vanselow stated that the Town of Johnsburg would like to continue to host the County and would work to determine an alternate location which would appropriately meet the County's needs in a manner commensurate to the current site. Mr. Dusek advised he would continue to monitor this situation and keep the Committee apprised when any decisions needed to be made.

Continuing, Mr. Tennyson asked Mr. Hajos to address the Items of Interest section of the Agenda. Mr. Hajos circulated photos of several road projects, which he proceeded to describe briefly; *copies of the photos are on file with the meeting minutes.* Mr. Hajos commented that the DPW crews were doing much more than just paving roads, advising that they changed culvert pipes, addressed slope failure

issues and handled a number of other work associated with reconstruction and paving projects. He said they had gotten a good start on the paving work scheduled for 2014 and were now beginning to work on the portion of the construction schedule that required more reconstruction and contract work.

Mr. Dusek announced an executive session was necessary to discuss the employment history of a particular person and matters leading to the possible re-appointment of that person.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to declare an executive session pursuant to Section 105(f) of the Public Officer's Law.

Executive session was held from 11:12 a.m. until 11:18 a.m.

Upon reconvening, Mr. Merlino announced that no action had been taken during the executive session.

Motion was made by Mr. Taylor, seconded by Mrs. Frasier and carried unanimously to re-appoint Mr. Tennyson as the Superintendent of Public Works for the term commencing August 1, 2014 and terminating July 30, 2018, and the necessary resolution was authorized for the July 18<sup>th</sup> Board Meeting.

There being no further business to come before the Public Works Committee, on motion made by Mr. Simpson and seconded by Mr. Sokol, Mr. Merlino adjourned the meeting at 11:19 a.m.

Respectfully submitted,  
Amanda Allen, Deputy Clerk of the Board